

Working Capital Funds (Internal Service)

FUND: ALL INTERNAL SERVICE FUNDS
 DEPARTMENT: CITY MANAGER/ADMINISTRATION/OPERATIONS & MAINTENANCE

INTERNAL SERVICE ACTIVITIES SUMMARY

<u>Account Classification</u>	<u>1984 Actual</u>	<u>1985 Budget</u>	<u>1986 Budget</u>
Personal Services	\$1,254,009	\$1,419,958	\$1,511,343
Contractual Services	1,706,633	2,125,658	2,392,027
Commodities	1,677,534	2,363,221	2,400,289
Capital Outlay	1,387,554	1,641,634	1,725,380
Other	<u>1,208,640</u>	<u>2,241,652</u>	<u>1,790,874</u>
TOTAL	\$7,234,370	\$9,792,123	\$9,819,913

<u>Division/Activity</u>	<u>1984 Actual</u>	<u>1985 Budget</u>	<u>1986 Budget</u>
Data Processing/Office Automation	\$1,666,700	\$1,665,766	\$1,796,567
Stationery Stores, Microfilming, and Printing	914,218	1,417,202	956,202
Telecommunications	--	362,943	723,300
Equipment Motor Pool	2,534,784	3,929,618	3,987,089
Official Motor Pool	1,299,262	2,081,175	2,013,143
Central Maintenance Facility	250,090	335,419	343,612
Park Equipment Maintenance	<u>569,316</u>	<u>--</u>	<u>--</u>
TOTAL	\$7,234,370	\$9,792,123	\$9,819,913

NOTES: Budget totals shown above for each internal service (working capital) activity do not include any contingent expenditure accounts that are not supported with currently budgeted charges to user departments.

The Telecommunications Fund was established in March 1985, and amounts shown provide for approximately six months of its activities.

Functions of Park Equipment Maintenance were reassigned to the Equipment Motor Pool, effective with the 1985 budget.

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: DATA PROCESSING/OFFICE AUTOMATION ACTIVITY NO.: 610-02-060
 DEPARTMENT: CITY MANAGER
 DIVISION: BUDGET AND MANAGEMENT/DP/OA

DATA PROCESSING AND OFFICE AUTOMATION (DP/OA)
INTERNAL SERVICE FUND SUMMARY

During the 1985 budget development process the City and County Commissions agreed to consolidate separate City and County Data Processing (DP) operations into a single, larger operation under County management. As part of the implementation of this policy decision, the City sold its computer equipment which was not needed in the new consolidated center, and eliminated its Central Data Processing Division (33 positions). The City retains responsibility for its own DP planning and evaluation, and for support of its office automation (OA) system and other distributed processing. These functions are funded in the Data Processing and Office Automation Support activity, staffed by three positions.

Effective with 1985 this fund, previously entitled "Central Data Processing Working Capital Fund," was retitled in order to more accurately reflect its functions.

	1984 <u>Actual</u>	1985 <u>Estimated</u>	1986 <u>Budget</u>
<u>REVENUES</u>			
Unencumbered Cash Balance, January 1	\$ 364,068	\$ 125,910	\$ 68,896
Data Processing Charges	1,324,978	1,487,900	1,573,771
Office Automation Charges	101,770	120,852	153,900
Sale of Surplus Equipment	1,100	--	--
Year-End Adjustment	54	--	--
Other	640	--	--
Contingent Services	--	99,570	125,000
Total Revenues	\$1,792,610	\$1,834,232	\$1,921,567
<u>EXPENDITURES</u>			
Data Processing Services (Payment to Sedgwick County - 50000)	\$1,496,824	\$1,452,307	\$1,524,300
Payroll Clearing Account - 50300	13,399	7,100	7,500
Data Processing and Office Automation Support - 50200	143,977	186,154	205,199
Reserve	--	20,205	59,568
Administrative Systems Study	12,500	--	--
Contingent Operations - 50100	--	99,570	125,000
Total Expenditures	\$1,666,700	\$1,765,336	\$1,921,567
Unencumbered Cash Balance, December 31	\$ 125,910	\$ 68,896	\$ --

FUND: DATA PROCESSING/OFFICE AUTOMATION
 DEPARTMENT: CITY MANAGER
 DIVISION: BUDGET AND MANAGEMENT
 ACTIVITY: DP/OA SUPPORT

ACTIVITY NO.: 610-02-060-50200

This activity funds those data processing and office automation advisory and support functions retained by the City as part of the overall data processing consolidation with Sedgwick County. The total budget for this activity has increased \$19,045 (10.2 percent) over the 1985 amount. Personal Services have increased \$6,337, the net result of the salary improvement, turnover, normal merit increases and a one range upward reclassification of the DP Analyst position. Contractual Services have decreased \$1,407, due to discontinuing rental of a magnetic card reader. Account 295 includes (1) IBM OA software lease, \$5,004; (2) IBM OS hardware maintenance, \$26,484; (3) share of Sedgwick County's IBM Distributed Office Support System (DISOSS) costs, \$22,260, and (4) typewriter maintenance agreement, \$62. Commodities have increased \$4,600 to be consistent with the 1984 actual, and reflect increased PC training and other support. Capital Outlay funds (1) minor recabling and new cable installation; (2) three OA workstations, (3) one OA system printer, (4) three OA/PC interface kits, and (5) two PCs for the PC training program.

Account Classification	1984 ACTUAL	1985 BUDGET	1986 BUDGET
PERSONAL SERVICES			
110 Salaries & Wages	\$ 47,775	\$ 70,892	\$ 77,229
121 Employee Benefits	--	--	--
TOTAL PERSONAL SERVICES	\$ 47,775	\$ 70,892	\$ 77,229
CONTRACTUAL SERVICES			
220 Communications	\$ 3,463	\$ 2,060	\$ 3,200
230 Transportation (Out-of-town)	892	9,900	8,000
260 Dues and Subscriptions	1,462	1,919	1,890
270 Professional Services	9	--	--
295 Other Contractual Services	47,194	54,478	53,860
TOTAL CONTRACTUAL SERVICES	\$ 53,020	\$ 68,357	\$ 66,950
COMMODITIES			
310 Office Supplies	\$ 7,695	\$ 3,000	\$ 6,500
350 Repair Parts -- Bldgs. & Improvements	246	--	--
370 Repair Parts -- Equipment	--	--	900
390 Minor Apparatus & Tools	34	100	300
TOTAL COMMODITIES	\$ 7,975	\$ 3,100	\$ 7,700
CAPITAL OUTLAY			
420 Building Improvements	\$ 14,168	\$ 3,000	\$ 5,000
440 Office Equipment	21,039	13,305	26,320
TOTAL CAPITAL OUTLAY	\$ 35,207	\$ 16,305	\$ 31,320
OTHER			
900 Reserve DP/OA Support	\$ --	\$ 27,500	\$ 22,000
TOTAL OTHER	\$ --	\$ 27,500	\$ 22,000

TOTAL	\$ 143,977	\$ 186,154	\$ 205,199

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: DATA PROCESSING/OFFICE AUTOMATION

ACTIVITY NO.: 610-02-060-50200

DEPARTMENT: CITY MANAGER

DIVISION: BUDGET AND MANAGEMENT

ACTIVITY: DP/OA SUPPORT

The Data Processing and Office Automation section is responsible for coordination of the City's total automation effort. Specific functions include long-range plans, liaison between County Data Processing and City departments, consulting, reviewing, and training of office automation operators and personal computer users. Three positions are assigned these functions, and are organizationally part of the Budget and Management Division.

POSITION TITLE	POSITIONS			1986 EMPLOYMENT RANGE	1986 BUDGET
	1984 BUDGET	1985 BUDGET	1986 BUDGET		
Data Processing Coordinator	1	1	1	631	\$ 29,944
Data Processing Analyst	1	1	1	629	26,608
Office Automation Systems Implementer	1	1	1	623	20,677
	—	—	—		
Subtotal	3	3	3		\$ 77,229
ADD: Longevity					--
TOTAL					\$ 77,229

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: DATA PROCESSING/OFFICE AUTOMATION ACCOUNT NO.: 610-02-060-50000
 DEPARTMENT: CITY MANAGER
 DIVISION: BUDGET AND MANAGEMENT
 ACTIVITY: DATA PROCESSING SERVICES

This activity funds payments to Sedgwick County for mainframe data processing services used by City departments. The actual amount paid to the County will vary since it will be based upon City computer usage. The 1986 estimated amount of \$1,524,300 is based on a projection by Sedgwick County staff, and represents an increase of \$71,993 (4.9 percent) over the 1985 amount. The \$189,600 capital outlay actual in 1984 was for the City's share of the purchase cost for a new mainframe computer, located in the Sedgwick County Data Processing facility.

<u>Account Classification</u>	<u>1984 Actual</u>	<u>1985 Budget</u>	<u>1986 Budget</u>
295 Other Contractual Services	\$1,307,224	\$1,452,307	\$1,524,300
440 Office Equipment	189,600	--	--
TOTAL	\$1,496,824	\$1,452,307	\$1,524,300

FUND: DATA PROCESSING/OFFICE AUTOMATION ACTIVITY NO.: 610-02-060-50300
 DEPARTMENT: CITY MANAGER
 DIVISION: BUDGET AND MANAGEMENT
 ACTIVITY: PAYROLL CLEARING ACCOUNT

As part of the agreement to consolidate data processing, City vested employees transferring to the County have the option of remaining in the City's retirement plan. Those persons selecting this option must remain City employees for payroll purposes. This budget funds one payroll, and allows the City to write paychecks. Actual costs, including benefits up to what would be paid at County rates, are reimbursed by Sedgwick County. The 1984 actual expenditure shown below was reimbursed in early 1985.

<u>Account Classification</u>	<u>1984 Actual</u>	<u>1985 Budget</u>	<u>1986 Budget</u>
110 Salaries and Wages	\$ 13,399	\$ 7,100	\$ 7,500

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: STATIONERY STORES ACTIVITY NO.: 675-40-900-50010/50020/50040
 DEPARTMENT: ADMINISTRATION
 DIVISION: PURCHASING
 ACTIVITY: STORES/DUPLICATING/MICROFILM

STATIONERY STORES, DUPLICATING AND MICROGRAPHICS

	Actual <u>1984</u>	1985 <u>Estimated</u>	<u>1986</u>
<u>Revenues</u>			
Unencumbered Cash Balance, January 1	\$ 84,324	\$ 148,260	\$ 66,684
Total Sales and Clearing	671,307	1,045,800	590,615
Duplicating Services	258,386	295,296	298,000
Graphic Services	190	--	--
Microfilming	47,258	79,530	80,500
Reimbursed Expenditures	1,013	--	--
Total Revenues and Cash	<u>\$1,062,478</u>	<u>\$1,568,886</u>	<u>\$1,035,799</u>
<u>Expenditures</u>			
Stores and Clearing	\$ 731,058	\$ 965,475	\$ 592,038
Duplicating	140,984	264,675	305,771
Contingent Operations		85,000	78,434
Microfilming	42,176	68,645	59,556
Reserve	--	118,407	--
Total Expenditures	<u>\$ 914,218</u>	<u>\$1,502,202</u>	<u>\$1,035,799</u>
Unencumbered Cash Balance, December 31	\$ 148,260	\$ 66,684	\$ --

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: STATIONERY STORES
 DEPARTMENT: ADMINISTRATION
 DIVISION: PURCHASING
 ACTIVITY: STORES/DUPLICATING/MICROFILMING

ACTIVITY NO.: 675-40-900-50010/50020/50040

The 1986 adopted budget for the Stationery Stores, Duplicating and Microfilming Working Capital Fund represents a decrease of \$347,996 or 33.6% below the 1985 budget. Personal Services have increased \$10,763 or 8.5%, which is due to the salary improvement and longevity. Contractual Services reflect an increase of \$29,329 or 22% due to the replacement of nine copy machine maintenance contracts. Commodities show a decrease of \$36,385 or 36% below the 1985 budget, which is the result of a reduction in the operating supplies--equipment account (Account 360). Capital Outlay is budgeted at \$548,000, a decrease of \$346,300 due to a decrease in Account 480 -- purchases for resale. Other charges reflect a decrease of \$5,403 from the 1985 budgeted amount.

Account Classification	1984 ACTUAL	1985 BUDGET	1986 BUDGET
PERSONAL SERVICES			
110 Salaries & Wages	\$ 117,090	\$ 125,965	\$ 136,728
121 Employee Benefits	--	--	--
TOTAL PERSONAL SERVICES	\$ 117,090	\$ 125,965	\$ 136,728
CONTRACTUAL SERVICES			
220 Communications	\$ 1,172	\$ 1,450	\$ 1,450
240 Advertising	--	25	25
260 Dues and Subscriptions	80	120	100
270 Professional Services	21	--	--
295 Other Contractual Services	40,103	133,651	163,000
TOTAL CONTRACTUAL SERVICES	\$ 41,671	\$ 135,246	\$ 164,575
COMMODITIES			
310 Office Supplies	\$ 3,203	\$ 3,500	\$ 3,500
320 Clothing and Linen	60	750	100
330 Food, Drugs, and Chemicals	6	--	--
350 Repair Parts -- Bldgs. & Improvements	556	--	--
360 Operating Supplies -- Equipment	61,144	120,000	85,000
370 Repair Parts -- Equipment	1,825	12,285	11,550
390 Minor Apparatus & Tools	--	75	75
TOTAL COMMODITIES	\$ 66,794	\$ 136,610	\$ 100,225
CAPITAL OUTLAY			
440 Office Equipment	\$ --	\$ 9,300	\$ 12,000
460 Operating Equipment	--	--	20,000
480 Purchase for Resale	120,110	885,000	516,000
485 Inventory Purchases	475,581	--	--
TOTAL CAPITAL OUTLAY	\$ 595,691	\$ 894,300	\$ 548,000
OTHER			
550 Administrative Charges	\$ 6,674	\$ 6,674	\$ 6,674
Contingency	50,783	85,000	79,597
TOTAL OTHER	\$ 57,457	\$ 91,674	\$ 86,271

TOTAL	\$ 878,703	\$1,383,795	\$1,035,799

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: STATIONERY STORE
 DEPARTMENT: ADMINISTRATION
 DIVISION: PURCHASING
 ACTIVITY: STORES/DUPLICATING/MICROFILMING

ACTIVITY NO.: 675-40-900-50010/50020/50040

These services are administered by the Purchasing Division of the Department of Administration as financially self-sustaining operations. The goal of these activities is to promptly provide all departments with office supplies, duplicating services, mailroom service, photocopying and microfilming services at the most economical cost possible. These activities are also responsible for accurately billing individual divisions for appropriate telephone services, photocopying machine usage, and for producing employee photo identification cards.

POSITION TITLE	POSITIONS			1986 EMPLOYMENT RANGE	1986 BUDGET
	1984 BUDGET	1985 BUDGET	1986 BUDGET		
Micrographics Supervisor	1	1	1	625	\$ 25,368
Administrative Aide III	0	1	1	625	25,368
Print Shop Supervisor	1	1	1	624	21,292
Administrative Aide II	1	0	0	--	--
Printing Press Operator II	1	1	1	620	18,107
Printing Press Operator I	1	1	1	619	15,877
Clerk II	1	1	1	615	15,877
Typist Clerk	1	1	1	614	13,622
	—	—	—		
Subtotal	7	7	7		\$ 135,511
ADD: Longevity					693
One Day Pay Encumbrance					524
TOTAL					\$ 136,728

CITY OF WICHITA 1986 ANNUAL BUDGET

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FUND: TELECOMMUNICATIONS
 DEPARTMENT: ADMINISTRATION
 DIVISION: PURCHASING
 ACTIVITY: TELECOMMUNICATIONS

ACTIVITY NO.: 670-40-900

TELECOMMUNICATIONS INTERNAL SERVICE FUND

	<u>1984 Actual</u>	<u>1985 Budget</u>	<u>1986 Budget</u>
Unencumbered Cash Balance, January 1		\$ --	
<u>Revenues</u>			
Large Digital Switch System		\$ 176,836	\$ 348,000
Small Telephone Systems		100,387	200,000
Long Distance Services		30,408	65,000
Other Services		55,312	110,300
Subtotal		\$ 362,943	\$ 723,300
Contingent Revenues		50,000	50,000
TOTAL REVENUES		\$ 412,943	\$ 773,300
<u>Expenditures</u>			
RoIm System Lease-Purchase		\$ 82,632	\$ 166,000
Maintenance		--	4,000
Leased Trunk and Tie Lines		74,843	120,000
Other		19,361	58,000
Total--Large Digital System		\$ 176,836	\$ 348,000
Long Distance Costs		\$ 30,408	\$ 65,000
Small Systems Operation		100,387	200,000
Other		55,312	110,300
Subtotal		\$ 362,943	\$ 723,300
Contingent Operations		50,000	50,000
		\$ 412,943	\$ 773,300
Unencumbered Cash Balance, December 31		--	--

NOTE: The 1985 budget shown was published March 1985 and funds approximately six months activity. 1985 amounts and 1986 amounts are not directly comparable.

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: TELECOMMUNICATIONS ACTIVITY NO.: 670-40-900
 DEPARTMENT: ADMINISTRATION
 DIVISION: PURCHASING
 ACTIVITY: TELECOMMUNICATIONS

The Telecommunications internal service activity was established during early 1985, concurrent with the lease-purchase and installation of a new digital telephone system in City Hall, the Art Museum and Water treatment buildings, the Health Department, and the Central Maintenance Facility. The purpose of this activity is to centralize management of the large digital switch, long distance usage, smaller telephone systems, and miscellaneous telecommunications.

Budgeted 1985 amounts shown are as published in March 1985, and fund approximately six months activity. They are not directly comparable with 1986 amounts.

No Personal Services are budgeted. Contractual Services total \$298,300 and include (1) \$166,000 to fund two lease-purchase payments, (2) \$120,000 for the cost of leased trunk and tie lines, (3) contracted maintenance, \$4,000, and (4) \$8,300 to fund training and manuals. No Commodities are budgeted. Capital Outlay funds increasing battery backup for the main City Hall switch from one-half to two hours, and adding call detail recording (to facilitate rebilling long distance costs to users and management of system features).

Account Classification	1984 ACTUAL	1985 BUDGET	1986 BUDGET
CONTRACTUAL SERVICES			
220 Communications	--	\$ 157,47	\$ 120,000
230 Transportation (Out-of-town)	--	--	3,000
260 Dues and Subscriptions	--	--	300
270 Professional Services	--	--	5,000
295 Other Contractual Services	--	--	170,000
TOTAL CONTRACTUAL SERVICES	--	\$ 157,475	\$ 298,300
CAPITAL OUTLAY			
460 Operating Equipment	--	--	\$ 50,000
TOTAL CAPITAL OUTLAY	--	--	\$ 50,000
OTHER			
485 Clearing -- Inventory/Long Distance	--	\$ 205,468	\$ 375,000
TOTAL OTHER	--	\$ 205,468	\$ 375,000

TOTAL	--	\$ 362,942	\$ 723,300

FUND: EQUIPMENT FUND
 DEPARTMENT: OPERATIONS AND MAINTENANCE
 DIVISION: FLEET MAINTENANCE
 ACTIVITY: EQUIPMENT MOTOR POOL

ACTIVITY NO.: 618-70 282

EQUIPMENT FUND SUMMARY

	<u>1984 Actual</u>	<u>1985 Estimated</u>	<u>1986 Budget</u>
<u>REVENUES</u>			
Unencumbered Cash Balance, January 1	\$ 141,878	\$ 160,309	\$ --
Equipment Rentals	1,882,234	1,994,948	3,020,089
Sales of Services and Supplies	584,256	700,000	677,000
Other	86,599	70,000	290,000
Adjustment	126	--	--
Park Equipment Rental	--	470,842	--
Water Equipment Rental	--	441,771	--
From Park Equipment Fund	--	91,748	--
Subtotal	\$2,695,093	\$3,929,618	\$3,987,089
Contingent Revenues	--	100,000	100,000
Total Revenues	\$2,695,093	\$4,029,618	\$4,087,089
<u>EXPENDITURES</u>			
Maintenance Operations	\$1,371,138	\$2,234,504	\$2,371,015
Inventory Purchase (80000)	504,122	700,000	669,000
Equipment Replacement	566,794	851,401	914,000
Equipment Replace (Lease-Purchase)	92,730	--	--
Reserve for Repairs	--	143,713	33,074
Subtotal	\$2,534,784	\$3,929,618	\$3,987,089
Contingent Expenditures (50100)	--	100,000	100,000
Total Expenditures	\$2,534,784	\$4,029,618	\$4,087,089
Unencumbered Cash Balance, December 31	\$ 160,309	\$ --	\$ --

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: EQUIPMENT FUND
 DEPARTMENT: OPERATIONS AND MAINTENANCE
 DIVISION: FLEET MAINTENANCE
 ACTIVITY: EQUIPMENT MOTOR POOL

ACTIVITY NO.: 618-70-282-50000/80000

The 1986 adopted budget for this activity has increased \$57,471 (1.4 percent) over the 1985 amount (as republished in March 1985). Personal Services have increased \$63,892 (8.2 percent) due to the general salary improvement, normal merit increases, reassignment of functions, turnover and reclassifications, and implementing an improved method of distributing personnel costs among the division's activities. Contractual Services have increased \$27,924, due to increased mainframe DP costs and CMF rental. Commodities have increased \$43,438, largely due to increased costs of repair parts and a projected increase of 10 percent in fuel consumption. Capital outlay has increased \$64,564 to fund the planned equipment replacement program.

Account Classification	1984 ACTUAL	1985 BUDGET	1986 BUDGET
PERSONAL SERVICES			
110 Salaries & Wages	\$ 552,069	\$ 772,534	\$ 836,426
121 Employee Benefits	--	--	--
TOTAL PERSONAL SERVICES	\$ 552,069	\$ 772,534	\$ 836,426
CONTRACTUAL SERVICES			
220 Communications	\$ 12,233	\$ 14,500	\$ 14,500
230 Transportation (Out-of-town)	1,196	2,000	2,000
240 Advertising	335	800	800
260 Dues and Subscriptions	255	150	350
270 Professional Services	--	700	700
292 Data Processing	11,600	12,760	24,032
295 Other Contractual Services	5,615	7,548	24,000
TOTAL CONTRACTUAL SERVICES	\$ 31,234	\$ 38,458	\$ 66,382
COMMODITIES			
310 Office Supplies	\$ 3,999	\$ 3,500	\$ 4,000
320 Clothing and Linen	3,439	4,700	5,500
340 Opr. Supplies - Bldgs. & Improvements	455	16,150	--
350 Repair Parts - Bldgs. & Improvements	1,709	--	--
360 Operating Supplies-Equipment	315,384	654,170	687,216
370 Repair Parts-Equipment	434,819	714,858	740,100
390 Minor Apparatus & Tools	3,718	5,000	5,000
TOTAL COMMODITIES	\$ 763,523	\$1,398,378	\$1,441,816
CAPITAL OUTLAY			
450 Vehicular Equipment	\$ 600,207	\$ 319,965	\$ 250,000
460 Operating Equipment	59,692	531,436	664,000
TOTAL CAPITAL OUTLAY	\$ 659,899	\$ 851,401	\$ 914,000
OTHER			
480 Inventory Purchases	\$ 504,122	\$ 700,000	\$ 669,000
550 Administrative Charge	23,937	25,134	26,391
900 Reserve for Repairs	--	143,713	33,074
TOTAL OTHER	\$ 528,059	\$ 868,847	\$ 728,465

TOTAL	\$2,534,784	\$3,929,618	\$3,987,089
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FUND: EQUIPMENT FUND

ACTIVITY NO.: 618-70-282-50000

DEPARTMENT: OPERATIONS AND MAINTENANCE

DIVISION: FLEET MAINTENANCE

ACTIVITY: EQUIPMENT MOTOR POOL

This activity purchases, repairs and maintains equipment used by the Departments of Operations and Maintenance, Water, Fire and Park Board. Preventive maintenance, emergency repairs and propane fueling are performed at the Central Maintenance Facility at 1801 South McLean, on a 24-hour, seven-day per week basis.

All Fleet Maintenance Division positions are authorized in this activity for position control purposes. Appropriate salary charges are made to other activity budgets.

During 1985 the Radio Dispatcher position was reclassified as a Storekeeper I, and its assigned functions redistributed. Also, the Storekeeper III position was reclassified as an Administrative Aide III.

POSITION TITLE	POSITIONS			1986	1986 BUDGET
	1984 BUDGET	1985 BUDGET	1986 BUDGET	EMPLOYMENT RANGE	
Fleet Maintenance Director	0	1	1	E-10	\$ 39,720
Fleet Maintenance Supervisor	1	1	1	629	29,195
Equipment Maintenance Supervisor	1	2	2	627	56,050
Chief Mechanic	2	3	3	624	71,266
Automotive Mechanic Supervisor	4	5	5	623	109,634
Body Shop Supervisor	0	1	1	623	23,004
Administrative Aide II	0	1	2	623	43,925
Maintenance Mechanic Supv.	0	1	1	622	21,921
Automotive Mechanic	11	20	20	622	416,978
Machinist Mechanic	0	1	1	622	21,921
Body Shop Mechanic	0	1	1	622	21,921
Radio Dispatcher	0	1	0	--	--
Storekeeper III	1	1	0	--	--
Administrative Aide I	1	1	1	620	19,586
Account Clerk I	1	2	2	619	36,947
Storekeeper II	2	3	3	619	54,556
Automotive Mechanic Helper	0	4	4	618	67,868
Storekeeper I	0	2	3	617	47,262
Automotive Service Worker	4	5	5	616	74,470
Custodial Worker I	0	1	1	615	13,863
Subtotal	28	57	57		\$1,170,087
ADD: Longevity					8,165
Shift Differential - 2nd					4,576
Shift Differential - 3rd					8,112
One Day Pay Encumbrance					4,500
Subtotal					\$1,195,440
LESS CHARGES					
Fleet Maint./OMP					(328,624)
Fleet Maint./CMF					(45,150)
Subtotal					\$ 821,666
ADD:					
Charge - O&M Administration					14,760
TOTAL					\$ 836,426

FUND: OFFICIAL MOTOR POOL
DEPARTMENT: OPERATIONS AND MAINTENANCE
DIVISION: FLEET MAINTENANCE
ACTIVITY: OFFICIAL MOTOR POOL

ACTIVITY NO.: 658-70-282

OFFICIAL MOTOR POOL FUND SUMMARY

	<u>1984 Actual</u>	<u>1985 Estimated</u>	<u>1986 Budget</u>
<u>REVENUES</u>			
Unencumbered Cash Balance, January 1	\$ 7,120	\$ 144,425	\$ --
Rental Revenues	1,353,126	1,762,744	1,824,348
Other Revenues	81,762	116,526	188,795
Year-end Adjustment	1,679	--	--
Fire Rental Revenue	--	57,480	--
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Subtotal	\$1,443,687	\$2,081,175	\$2,013,143
Contingent Revenue	--	100,000	100,000
	<hr/>	<hr/>	<hr/>
Total Revenue	\$1,443,687	\$2,181,175	\$2,113,143
 <u>EXPENDITURES</u>			
Operations	\$1,299,262	\$2,030,944	\$2,013,143
Reserve for Repairs	--	50,231	--
Contingent Operations	--	100,000	100,000
	<hr/>	<hr/>	<hr/>
Total Expenditures	\$1,299,262	\$2,181,175	\$2,113,143
Unencumbered Cash Balance, December 31	\$ 144,425	\$ --	\$ --

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: OFFICIAL MOTOR POOL
 DEPARTMENT: OPERATIONS AND MAINTENANCE
 DIVISION: FLEET MAINTENANCE
 ACTIVITY: OFFICIAL MOTOR POOL

ACTIVITY NO.: 658-70-282-50000

The 1986 adopted budget for this activity has decreased \$68,032 (3.2 percent) from the 1985 amount (as republished March 1985). Personal Services have increased \$26,678 due to the net effect of the general salary improvement, redistribution of functions among the division's activities, and a new method of salary distribution. Contractual Services have increased only \$552. Commodities have increased \$23,065, largely due to increased costs of repair parts and increased fuel consumption. Capital Outlay funds a replacement program planned to consist of 50 compact sedans, seven pickups, two station wagons, 17 intermediate sedans, and 13 traffic control vehicles.

Account Classification	1984 ACTUAL	1985 BUDGET	1986 BUDGET
PERSONAL SERVICES			
110 Salaries & Wages	\$ 350,891	\$ 378,341	\$ 407,019
121 Employee Benefits	--	--	--
TOTAL PERSONAL SERVICES	\$ 350,891	\$ 378,341	\$ 407,019
CONTRACTUAL SERVICES			
212 Natural Gas	\$ 11,364	\$ 11,770	\$ 12,000
214 Trash/Dump Fees	437	1,000	1,000
220 Communications	4,356	4,950	4,950
230 Transportation (Out-of-town)	1,521	2,000	2,000
240 Advertising	--	800	800
250 Insurance	3,793	3,793	3,950
260 Dues and Subscriptions	262	300	300
270 Professional Services	--	450	450
292 Data Processing	--	3,300	3,465
295 Other Contractual Services	65,541	46,500	\$ 46,500
TOTAL CONTRACTUAL SERVICES	\$ 87,274	\$ 74,863	\$ 75,415
COMMODITIES			
310 Office Supplies	\$ 2,391	\$ 3,000	\$ 2,500
320 Clothing and Linen	2,259	3,000	3,000
330 Food, Drugs and Chemicals	--	100	50
340 Opr. Supplies - Bldgs. & Improvements	243	100	300
350 Repair Parts - Bldgs. & Improvements	1,452	--	1,500
360 Operating Supplies-Equipment	405,130	561,583	573,100
370 Repair Parts-Equipment	187,532	207,950	218,348
390 Minor Apparatus & Tools	3,189	3,500	3,500
TOTAL COMMODITIES	\$ 602,196	\$ 779,233	\$ 802,298
CAPITAL OUTLAY			
440 Office Equipment	\$ --	\$ 1,128	\$ 500
450 Vehicular Equipment	231,932	760,500	682,975
460 Operating Equipment	10,958	--	8,085
TOTAL CAPITAL OUTLAY	\$ 242,350	\$ 761,628	\$ 691,560
OTHER			
550 Administrative Charge	\$ 16,551	\$ 17,379	\$ 18,248
900 Reserve	--	69,731	18,603
TOTAL OTHER	\$ 16,551	\$ 87,110	\$ 36,851

 TOTAL \$1,299,262 \$2,081,175 \$2,013,143

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: OFFICIAL MOTOR POOL
 DEPARTMENT: OPERATIONS AND MAINTENANCE
 DIVISION: FLEET MAINTENANCE
 ACTIVITY: OFFICIAL MOTOR POOL

ACTIVITY NO.: 658-70-282-50000

This activity is responsible for the repair, maintenance and management of all Official Motor Pool vehicles. Largest numbers of vehicles are assigned to the Police Department (201), the Central Inspection Division (38), and the Health Department (71).

Beginning with the 1986 budget all division positions were assigned to the Equipment Motor Pool for position control purposes.

POSITION TITLE	POSITIONS			1986 EMPLOYMENT RANGE	1986 BUDGET
	1984 BUDGET	1985 BUDGET	1986 BUDGET		
Fleet Maintenance Director	1	0	0	--	\$ --
Equipment Maint. Supervisor	1	0	0	--	--
Chief Mechanic	1	0	0	--	--
Automotive Mechanic Supervisor	2	0	0	--	--
Automotive Mechanic	5	0	0	--	--
Administrative Aide I	1	0	0	--	--
Storekeeper II	1	0	0	--	--
Automotive Mechanic Helper	3	0	0	--	--
	—	—	—		
Subtotal	15	0	0		\$ --
ADD: Charges - Equipment Motor Pool					\$ 328,624
Overtime					1,600
Charges - Police Dept. (1 Lt.)					30,095
Charges - Health Dept.					40,800
Charges - O&M Admin.					5,900
TOTAL					\$ 407,019

FUND: CENTRAL MAINTENANCE
DEPARTMENT: OPERATIONS AND MAINTENANCE
DIVISION: FLEET MAINTENANCE
ACTIVITY: CENTRAL MAINTENANCE FACILITY

ACTIVITY NO.: 648-70-282

CENTRAL MAINTENANCE FACILITY FUND SUMMARY

	<u>1984 Actual</u>	<u>1985 Estimated</u>	<u>1986 Budget</u>
<u>REVENUES</u>			
Unencumbered Cash Balance, January 1	\$ 48,579	\$ 42,968	\$ 12,968
Central Maintenance Services (Rental)	244,452	305,419	330,644
Other	27	--	--
Subtotal	\$ 293,058	\$ 348,387	\$ 343,612
Contingent Revenues	--	50,000	50,000
Total Revenues	\$ 293,058	\$ 398,387	\$ 393,612
<u>EXPENDITURES</u>			
Operations	\$ 250,090	\$ 335,419	\$ 343,612
Contingent Operations	--	50,000	50,000
Total Expenditures	\$ 250,090	\$ 385,419	\$ 393,612
Unencumbered Cash Balance, December 31	\$ 42,968	\$ 12,968	\$ --

FUND: CENTRAL MAINTENANCE
 DEPARTMENT: OPERATIONS AND MAINTENANCE
 DIVISION: FLEET MAINTENANCE
 ACTIVITY: CENTRAL MAINTENANCE FACILITY

ACTIVITY NO.: 648-70-282-50000

The 1986 adopted budget for this activity has increased \$8,193 (2.4 percent) over the 1985 amount. Personal Services have decreased \$18,685, due largely to elimination of the Radio Dispatcher position, which was previously charged to this activity. Contractual Services have decreased \$2,847. Commodities have increased \$2,350. Capital Outlay funds replacement of one pressure washer for washing vehicles and equipment.

Account Classification	1984 ACTUAL	1985 BUDGET	1986 BUDGET
PERSONAL SERVICES			
110 Salaries & Wages	\$ 47,773	\$ 65,126	\$ 46,441
121 Employee Benefits	--	--	--
TOTAL PERSONAL SERVICES	\$ 47,773	\$ 65,126	\$ 46,441
CONTRACTUAL SERVICES			
211 Electricity	\$ 81,477	\$ 97,750	\$ 105,920
212 Natural Gas	48,475	71,500	53,323
213 Water	3,004	2,700	3,305
214 Trash/Dump Fees	490	1,650	1,815
220 Communications	5,802	6,000	6,000
250 Insurance (Bldg. & Contents)	12,539	11,925	13,442
294 Motor Pool Rental	918	5,427	5,800
295 Other Contractual Services	6,672	2,000	6,500
TOTAL CONTRACTUAL SERVICES	\$ 159,377	\$ 198,952	\$ 196,105
COMMODITIES			
310 Office Supplies	\$ 221	\$ 400	\$ 250
320 Clothing and Linen	--	--	250
330 Food, Drugs and Chemicals	332	4,000	3,000
340 Opr. Supplies - Bldgs. & Improvements	7,477	5,000	8,000
350 Repair Parts-Bldgs. & Improvements	21,781	28,000	28,000
360 Operating Supplies-Equipment	2,914	2,800	3,000
370 Repair Parts - Equipment	1,607	5,000	5,000
390 Minor Apparatus & Tools	156	700	750
TOTAL COMMODITIES	\$ 34,487	\$ 45,900	\$ 48,250
CAPITAL OUTLAY			
460 Operating Equipment	\$ 5,618	\$ 3,000	\$ 6,500
TOTAL CAPITAL OUTLAY	\$ 5,618	\$ 3,000	\$ 6,500
OTHER			
550 Administrative Charge	\$ 2,835	\$ 2,977	\$ 3,126
900 Reserve for Repairs	--	19,464	43,190
TOTAL OTHER	\$ 2,835	\$ 22,441	\$ 46,316

TOTAL	\$ 250,090	\$ 335,419	\$ 343,612

CITY OF WICHITA 1986 ANNUAL BUDGET

FUND: CENTRAL MAINTENANCE
 DEPARTMENT: OPERATIONS AND MAINTENANCE
 DIVISION: FLEET MAINTENANCE
 ACTIVITY: CENTRAL MAINTENANCE FACILITY

ACTIVITY NO.: 648-70-282-50000

This activity provides maintenance repairs, security, utilities and other services to the Central Maintenance Facility, 1801 S. McLean.

Beginning with 1986 positions for this activity were assigned to the Equipment Motor Pool for position control purposes.

<u>POSITION TITLE</u>	<u>POSITIONS</u>			<u>1986 EMPLOYMENT RANGE</u>	<u>1986 BUDGET</u>
	<u>1984 BUDGET</u>	<u>1985 BUDGET</u>	<u>1986 BUDGET</u>		
Maintenance Mechanic Supervisor	1	0	0	--	\$ --
Radio Dispatcher	1	0	0	--	--
	—	—	—		—
Subtotal	2	0	0		\$ --
ADD: Charges - O&M Admin.					1,291
Charges - Equipment Motor Pool					45,150
TOTAL					<u>\$46,441</u>

FUND: PARK EQUIPMENT MAINTENANCE
DEPARTMENT: PARK
DIVISION: EQUIPMENT MAINTENANCE

ACTIVITY NO.: 661-26-260-50000

PARK EQUIPMENT MAINTENANCE FUND SUMMARY PAGE

1984
Actual

Expenditures

Account Classification

Personal Services	\$ 125,012
Contractual Services	14,333
Commodities	202,559
Capital Outlay	<u>219,365</u>
Subtotal	\$ 561,269
ADD: Purchase for Inventory	<u>8,047</u>
TOTAL EXPENDITURES	\$ 569,316

Revenues

Unencumbered Cash Balance, January 1	\$ 121,736
Equipment Rental -- Automobiles	46,800
-- Pickups	147,017
-- Trucks	171,492
-- Tractors	91,080
-- Misc. Equipment	<u>27,540</u>
Interest Income	29,955
Miscellaneous	82
Sales of Services and Supplies	5,744
Reimbursed Expenditures	<u>19,618</u>
TOTAL REVENUES	\$ 539,328
TOTAL REVENUES AND CASH BALANCE	\$ 661,064
LESS: Expenditures	<u>569,316</u>
Unencumbered Cash Balance, December 31	\$ 91,748

NOTE: In 1985 Park Equipment Maintenance was transferred to the Operations and Maintenance Equipment Motor Pool.

FUND: PARK EQUIPMENT MAINTENANCE
DEPARTMENT: PARK
DIVISION: EQUIPMENT MAINTENANCE

ACTIVITY NO.: 661-26-260-50000

<u>Account Classification</u>	<u>1984</u> <u>ACTUAL</u>
PERSONAL SERVICES	
110 Salaries & Wages	\$ 125,012
121 Employee Benefits	--
TOTAL PERSONAL SERVICES	\$ 125,012

CONTRACTUAL SERVICES	
220 Communications	\$ 934
270 Professional Services	18
295 Other Contractual Services	13,381
TOTAL CONTRACTUAL SERVICES	\$ 14,333

COMMODITIES	
310 Office Supplies	\$ 90
340 Opr. Supplies - Bldgs. & Improvements	1,094
350 Repair Parts-Bldgs. & Improvements	2
360 Operating Supplies-Equipment	139,897
370 Repair Parts -Equipment	61,476
TOTAL COMMODITIES	\$ 202,559

CAPITAL OUTLAY	
450 Vehicular Equipment	\$ 214,696
460 Operating Equipment	4,669
TOTAL CAPITAL OUTLAY	\$ 219,365

OTHER	
Inventory Purchases	\$ 8,047
TOTAL OTHER	\$ 8,047

TOTAL	\$ 569,316
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FUND: PARK EQUIPMENT MAINTENANCE
DEPARTMENT: PARK
DIVISION: EQUIPMENT MAINTENANCE

ACTIVITY NO.: 661-26-260-50000

This activity is responsible for the maintenance, repair and management of all automotive heavy duty and auxiliary equipment assigned to divisions within the Park Board system. The activity oversees mechanical maintenance of more than 200 pieces of equipment, including tractors, pickups, vans, graders, hi-loaders, chippers, and mowers.

The maintenance program includes not only mechanical maintenance operations but also the fabrication of specialized parts and equipment used in parks.

Beginning in 1985 this activity is being carried out under the O&M Equipment Motor Pool.

<u>POSITION TITLE</u>	<u>POSITIONS</u>
	<u>1984</u> <u>BUDGET</u>
Superintendent of Equipment Maintenance	1
Chief Mechanic	1
Automotive Mechanic	2
Machinist Mechanic	1
Automotive Mechanic Helper	1
TOTAL	6

